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08 FEB 1980

MEMORANDUM FOR: Deputy Director of Central Intelligence

VIA: Director of Personnel Policy, Planning
and Management

FROM: Leslie C. Dirks
Deputy Director for Science and Technology

SUBJECT: FY 1980 Annual Personnel Plan (APP) Analysis

REFERENCE: D/PPPM Multiple Addressee Memorandum
Dated 31 January 1980, Same Subject

The following is an analysis of the DDS&T FY 1980 APP which incorporates some of my thoughts on the report as well as responses to the questions submitted by D/PPPM.

Page 1:

A. The Directorate's actual on-duty strength as of 30 September 1979 was considerably below the projections initially submitted. I believe that this can be attributed primarily to a substantial ceiling reduction [] imposed on the Directorate subsequent to the formulation of those projections. We also continued to have difficulty recruiting and hiring qualified officers to fill our highly technical positions, a situation exacerbated this past year by a higher than projected attrition rate. (While the reasons for this higher rate are not clearly evident, early-out retirement options available at the beginning of the fiscal year and sharp competition in private industry for scientific and technical employees probably were key factors.) For these reasons, although our gains were also higher than projected, they were not sufficient enough to allow us to attain FY-79 ceiling levels.

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B. The Directorate exceeded its overall promotion goals, meeting or exceeding the projections for all grade levels except promotions to GS-08 and GS-09. In retrospect, the projections for these two grades may have been too high.

C. Overall Directorate promotion goals for FY 1980 track closely with projections previously provided by OPPPM, except at the GS-15 and above level where Directorate goals are slightly higher. We have set a goal [] promotions to the GS-15 level whereas the OPPPM projections [] Similarly, our goal for promotions to GS-16 (now SIS) [] where OPPPM's projection [] We feel confident, however, that the higher levels we have established are realistic. They also reflect promotion rates consistent with those in FY 79 and previous years.

Page 3: The ratio of clerical to professional and technical employees is approximately 1 to 3, remaining consistent with previous years' on-duty ratios.

Page 5: The professional conversion ratio was one internal conversion for every two professional employees entering on duty from outside the Agency, with a formal upward mobility program in NPIC accounting for approximately [] of the conversions. Lateral entries at the GS-12 and above level were largely on target.

Page 6: The Directorate continues to support a substantial number of intra- and inter-directorate rotational assignments. We also experienced a considerable number of permanent reassignments both within the Directorate and between Career Services.

Pages 8 through 15: Because of reasons cited for "Page 1" data, above, e.g., the Directorate's reduced overall ceiling and on-duty strength, we did not attain projected on-duty levels in the minority categories. We did, however, maintain or increase on-duty strength over FY-78 levels in all categories. Attainment of our goals for FY-1980 will further increase minority presence in the Directorate. In FY-79 the ratio of minority promotions to overall promotions exceeded the percentage of minority employees on-duty as we approached or exceeded our established goals for most of the categories. FY-80 goals follow this same trend.

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surveys with resultant upgrades will alleviate a substantial number of these assignments.

Page 19: The time-in-grade for promotion to GS-14 increased by an additional 12 months; the time-in-grade for promotion to GS-15 increased by an additional 15 months. In both instances, however, the number of promotions is relatively small compared to other grade levels and the Directorate's median time-in-grade remained relatively constant in both FY-78 and FY-79. This suggests that the average time-in-grade was significantly influenced by a small number of employees with long periods of time-in-grade.



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